

**LEWIS COUNTY GENERAL HOSPITAL
BOARD OF MANAGERS
June 24, 2020**

The regular monthly meeting of the Board of Managers of Lewis County General Hospital was called to order at 4:30 p.m. by Michael Young, President. Members present.

*Richard Chartrand
Jennifer Jones
John Lehman*

*Marguerite Mastascusa
Philip McDowell
Donald Musnicki*

*Susan Ross
Cheryl Steckly
Michael Young*

Others
Present

*Gerald R. Cayer, Chief Executive Officer
Jeff Hellinger, Chief Financial Officer
Michele Prince, Chief Operating Officer
Michelle Kelley, Administrative Assistant
Neva Bossard, Chief Nursing Officer
Christina Flint, Community Services Coordinator
Jessica Skiff, Director of Human Services
Frank Pace, Director of Facilities Management
Debra Wurz, Nursing Home Administrator, left meeting at 4:32 p.m.
Dr. Sean Harney, CMO, Employed Provider Clinics
Dr. Thomas Birk, Medical Staff President*

PLEDGE OF ALLEGIANCE

VISION AND MISSION STATEMENT: The health system's Vision and Mission Statement were shared with the group at the start of the meeting by Board member, Mrs. Steckly.

EXCUSE ABSENT MEMBERS

#46. Motion by Mrs. Jones, seconded by Mr. Chartrand, to excuse Mr. Steve Fuller and Mrs. Karen Rennie from the meeting. Approved.

VOTE: yes 9, no 0.

EMPLOYEE OF THE MONTH

#47. Motion by Mrs. Jones, seconded by Mrs. Ross, the Board congratulated Jacquelyn Gamache, Respiratory Therapist, as the Employee of the Month for the month of May.
Approved

VOTE: yes 9, no 0.

AUXILIARY REPORT: No report this month as the Auxiliary has not met due to the COVID-19 pandemic.

INTRODUCTION: Mr. Cayer introduced Ms. Debra Wurz, Nursing Home Administrator, to the Board of Managers. He added Ms. Wurz has brought a fresh perspective to the nursing home and has been a great addition to the team!

CONFLICT INQUIRY: No known conflicts were identified on tonight's agenda for any board member.

OLD BUSINESS: None

PUBLIC COMMENT: None

STRATEGIC FOCUS ISSUES: None

□ OPERATIONAL UPDATES:

- Patient Safety/Quality:
 - ✓ The Preventable Harm Events Dashboard {January – May 2020} through a bubble graph was reviewed with the Board.
 - ✓ Mrs. Prince shared limited visitation for East Wing and ICU patients began on Monday, June 22nd between the hours of 3:00 p.m. and 7:00 p.m. She added each patient is allowed to have 1 visitor at a time during these hours. No word when the visiting restrictions for nursing home patients will be lifted.
- Finance Update – Jeffery Hellinger, CFO:
 - ✓ Period 5 Review:
 - ✓ There was a gain of \$4,237,428 versus a budgeted gain of \$26,425 for the month of May. The YTD surplus is \$2,108,480 versus a budgeted deficit of \$46,417.
 - ✓ Mr. Hellinger reported three stimulus payments were received in the month of May totaling \$5.2M which resulted in the gain of \$4.2M for the month. However, he added our net operating loss each month versus budget excluding stimulus, PPP and grants was ~\$2M (March), ~\$1.7M (April) and ~\$1.2M (May).
- Human Resources Update– Jennifer Jones, Chair:
 - ✓ New Hires, Resignations, Retirements & Terminations: The organizations new hires, resignations, retirements and terminations for the period of May 15, 2020 – June 12, 2020 were included in Board packets.
 - ✓ Mrs. Jones briefed the Board regarding the topics covered at the Human Resources Committee Meeting which met on June 15, 2020.

- #48. Motion by Mrs. Jones, seconded by Mrs. Steckly, to request the Board of Legislators to create one (1) FT Registered Nurse CHHA position card with a salary range of \$26.16 - \$36.03 per hour.

VOTE: yes 9, no 0.

- #49. Motion by Mrs. Jones, seconded by Mrs. Mastascusa, to request the Board of Legislators to create one (1) PT Licensed Practical Nurse CHHA position card with a salary range of \$18.76 - \$24.00 per hour.

VOTE: yes 9, no 0.

□ CHIEF'S EXECUTIVE'S REPORT

- ◆ Copenhagen Health Center – Mr. Cayer updated the group regarding the approval status of our CON with the NYSDOH. He added a reviewer for the DOH shared our project is in the process of being reviewed, and we should hear shortly if they approve the CON. Once the approval is received, we will put the project out to bid.
- ◆ Physician & APP Recruitment – Mr. Cayer updated the board on six (6) providers (4 physicians & 2 Nurse Practitioners) our facility has signed new contracts for employment with over the last several months in the areas of Family Practice (3), OB/GYN (2), Orthopedics (1). He thanked Mrs. Prince and Dr. Harney for their work and effort throughout the process. Mr. Cayer also suggested having the Medical Staff's Joint Conference Committee come together this fall to discuss board certification requirements for contracted and employed physicians.
- ◆ NYS Community COVID-19 Testing Agreement: Mr. Cayer updated the group regarding the asymptomatic clinics which will be set up throughout Lewis County with Lowville being the central hub. He added the organization will be working alongside Lewis County Public Health to staff the clinics which will be located in Harrisville, Lyons Falls, Beaver Falls and Lowville for anyone that would like to be tested for COVID-19. He noted the state will be sending us 300 test kits per week or 1,200 per month. He noted the agreement with the state is for one year.

- ◆ Mr. Cayer shared our facility will be partnering with the Faxton-St. Luke's Family Residency Program. He added Dr. Harney, CMO for the Employed Provider Clinics, has been instrumental in developing this program and noted Dr. Leuenberger, Family Practice provider at the South Lewis Health Center, has agreed to be the teaching physician for our facility.

□ **PRESIDENT'S REPORT:**

- ◆ Strategic Topics for July 2020:
 - ✓ None
- ◆ News In General: The Board received a copy of the June 2020 News In General.
- ◆ News Notes: The Board received a copy of the News Notes from the media for the months of June.
- ◆ Other: Board President, Mr. Young, informed the group the both Executive Committees of the Board of Managers and the Lewis County Hospital Foundation met this week to discuss the goals and mission of the Hospital Foundation. He added the Hospital Foundation's Board meeting originally scheduled for Monday, June 29th has been cancelled and will be rescheduled for July.

□ **CONSENT ITEMS:**

- #50. Motion by Mrs. Jones, seconded by Mr. Lehman, to approve the May 27, 2020 Board of Managers' meetings and acknowledge receipt of the following minutes (all minutes were previously distributed with the board packets):

- ◆ 06/08/2020 Medical Staff Committee Minutes
 - ◆ 06/15/2020 Executive / Finance Committee Minutes
 - ◆ 06/15/2020 Human Resources Committee Minutes (*with correction*)
- Approved.

VOTE: yes 9, no 0.

- **MEDICAL STAFF:** Dr. Birk, Medical Staff President, shared the following update with the Board:

- ◆ Credentialing/Recredentialing on tonight's agenda will be discussed in Executive session.
- ◆ Dr. Birk shared he met with the Hospitalist today and noted there has been very little COVID-19 activity at our facility; however, he added we will be ready if the need arises.

- #51. Motion by Mr. Chartrand, seconded by Mrs. Mastascusa, to enter executive session at 4:59 p.m.
Approved.

VOTE: yes 9, no 0.

- #52. Motion by Mr. Musnicki, seconded by Mrs. Steckly, to return to regular session at 5:04 p.m. Approved.

VOTE: yes 9, no 0.

☐ Credentialing/Recredentialing:

#53. Motion by Mr. Lehman, seconded by Mrs. Jones, to approve the following:

Reappointments:

- Jennifer Smith, NP – Permanent Adjunct Staff, Internal Medicine Service, with privileges as requested
- Anton Wineman, PA – Permanent Adjunct Staff, Internal Medicine Service, with privileges as requested

Appointments:

- Diana Carpenter, NP - Initial Provisional Adjunct Staff, Family Practice Service, with Clinic privileges as requested
- Avril George, MD – Associate Staff, Internal Medicine Service, with privileges as requested

Advancements:

- Ali Ahmed, PA – HOLD Advancement (remain on Initial Provisional Adjunct Staff, Internal Medicine Service)
 - Vinod Garg, MD – Courtesy Staff, Emergency Medicine Service, with privileges as requested
 - Patrick Ochia, MD – HOLD Advancement (remain on Associate Staff, Internal Medicine Service)
 - Veruna Perera, MD – Courtesy Staff, Internal Medicine Service, with privileges as requested
- Approved.

VOTE: yes 9, no 0.

☐ OTHER: None

#54. Motion by Mrs. Mastascusa, seconded by Mrs. Steckly, to enter executive session at 5:09 p.m. for a personnel matter. Approved.

VOTE: yes 9, no 0.

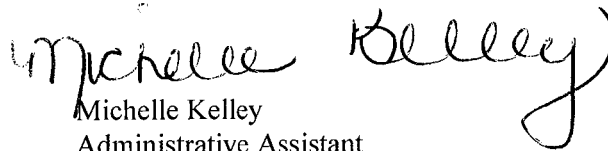
#55. Motion by Mr. Chartrand, seconded by Mr. Musnicki, to return to regular session at 5:42 p.m. Approved.

VOTE: yes 10, no 0.

#56. Motion by Mr. Lehman, seconded by Mrs. Ross, to adjourn at 5:43 p.m. Approved.

VOTE: yes 9, no 0.

Respectfully submitted,


 Michelle Kelley
 Administrative Assistant

Countersigned:

Philip McDowell, Secretary
Board of Manager